

CITY OF THE COLONY Status: Non-Exempt Supervised By: Fire Captain / Lieutenant	FIREFIGHTER/PARAMEDIC	FIRE DEPARTMENT Revised: 08/2015
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JOB SUMMARY
Under the direct supervision of a Fire Captain or Lieutenant, all of the following areas of responsibility shall be approached in accordance with The Colony Fire Department's Professional Standards. Any situation that involves contact with the citizens of The Colony (our customers) shall be considered as an opportunity to promote the city and the fire department in the most professional and positive image possible. The same criteria shall apply for our internal customers (other city departments and our employees) as well.

ESSENTIAL DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. Respond to fire, rescue and medical emergencies safety, efficiently and effectively. 2. Take an active part in all training sessions, participate in public education programs. 3. Be thoroughly familiar with city streets. 4. Participate in emergency management activities as required. 5. See that specific work areas are completed. 6. Perform maintenance on equipment and facilities. 7. Testify in court, when required. 8. Accurately and professionally prepare reports and maintain files. 9. Stay physically fit and able to adequately perform all duties. 10. Conduct station tours and lectures as required. 11. Work at a desk and answer telephone. 12. Work in an out of doors environment that is subject to extreme temperatures and inclement weather along with intermittent exposure to dust, fumes and intense loud noises. 13. Maintain physical activity over prolonged periods of time including walking, kneeling and stooping in awkward positions, and moving/lifting heavy objects up to 100 pounds. 14. Perform general fire suppression, prevention and emergency medical functions quickly and efficiently on an assigned shift. 15. Render services as needed to save lives and property. 16. Acquire and use excellent customer service skills when dealing with the public. 17. Obtain a good knowledge of laws and ordinances pertaining to the jurisdiction. 18. Have good knowledge of modern principles, practices and procedures of fire department work and related department regulations. 19. Have good knowledge and skills in the use of and care of all fire department equipment. 20. Have good knowledge of emergency medical techniques and procedures. 21. May be required to perform other duties as assigned. 22. Manage risks and perform safely at ALL times.
NECESSARY SKILLS:
Deal with the public in situations involving conflict and high degrees of stress which require considerable tact and judgment. Able to work both in an air-conditioned building and out in the field. Perform routine job activity requiring normal physical exertion involving sitting, walking, standing, bending and crouching. Intermittently exert demanding physical activity such as pushing, pulling, running, crawling, lifting or standing. Understand and follow oral instructions, departmental policy, rules, regulations and ordinances pertaining to fire codes. To establish and maintain effective working relationships with other employees, other fire departments and the public. To analyze situations and adopt a quick, effective and reasonable course of action. Learn the use and care of all fire department equipment. To observe situations; to report and record them daily. Visual acuity must be at least 20/40 in each eye without correction, each eye must be corrected to 20/20, and must be free from color blindness.
EDUCATION, EXPERIENCE AND CERTIFICATION
Obtain a valid Texas Class B Exempt Drivers License. Good familiarity with computers and their use. High school diploma or GED. Basic certification as a Texas Structural Firefighter and Texas Department of Health Paramedic. All TDH certifications shall be maintained while employed by the City of The Colony. Ability to obtain the Texas Commission on Fire Protection's Driver/Operator – Pumper certification within 24 months. This certification must be obtained prior to moving to step 5 on the Fire Department Pay Plan.

CERTIFICATION	
Basic Texas Structural Firefighter. National registered/Texas certified Paramedic	
Employee Signature:	Date Signed:
Immediate Supervisor and/or Department Head:	Date Signed: